

JENNIFER M. GRANHOLM GOVERNOR

STATE OF MICHIGAN

DEPARTMENT OF LABOR & ECONOMIC GROWTH Michigan Occupational Safety & Health Administration (MIOSHA)

KEITH W.COOLEY DIRECTOR

ERGONOMICS APPENDIX ADVISORY COMMITTEE MEETING MINUTES

April 25, 2007—Wednesday—9:00 a.m.

General Office Building—7150 Harris Drive—Conference Room B State Secondary Complex—Lansing

PRESENT

COMM	ITTFF	MFN	IBFRS:

man oponeo	Bon onemical company
Sheryl Ulin	University of MichiganCo-Chairperson
Andrea Smutz	Genesee County Controllers Office
Bradley Joseph	Ford Motor Company
David Cwynar	DAC Physical Therapy, LLC
Laura Hardy	Delphi

Nancy McLaughlin Agility Health Professionals, Inc.

Tycho Fredericks Western Michigan University

MIOSHA STAFF:

Marsha Parrott-Boyle Standards Section

Bart Pickelman......General Industry Safety & Health Division

Richard Zdeb Consultation, Education & Training

Dena Hendon......Standards Section

VISITORS:

Matthew Macomber General Industry Safety & Health Division

NOT PRESENT:

Andrew Comai	. UAW International Union
David Herbel	. Michigan Association of Homes & Services for the Aging
Derrick Quinney	. Michigan State AFL-CIO
George Vondrak	. Blue Cross Blue Shield of Michigan
John Bavin	. Michigan Chamber of Commerce & Consumers Energy

Karlene Ketola Michigan Association of Homes & Services for the Aging

Linda Berry...... United Food & Commercial Workers – Local 951 Margaret Faville Service Employees International Union Local 79

Marie Martinko Society of the Plastics Industry Inc

Ronald Henderson Tower Automotive Scott Tolmie DaimlerChrysler

Susan Howe...... Society of the Plastics Industry Inc

Teresa Bellingar Haworth, Inc.

Agenda Item #1—Call to Order

The April 25, 2007 MIOSHA Ergonomics Appendix Advisory Committee meeting was called to order by Co-chairperson Mark Spence. Roll call was taken and a quorum was present. The committee members, MIOSHA staff and the visitor introduced themselves.

Agenda Item #2—Approval of Minutes for March 28, 2007 Meeting

A motion was made by Sheryl Ulin and was seconded by Andrea Smutz to approve the minutes of the March 28, 2007 Advisory Committee meeting.

MOTION CARRIED UNANIMOUSLY.

Agenda Item #3—Review Appendix A Draft #4 Ergonomics Risk Factors Examples

a. Risk Factor Description and Graphics

Final collection and insertion of graphics were assessed.

b. Magnitude

ii. Assessment Formula/Process

Extensive discussions were had regarding whether to include examples of assessment processes. Consensus was not to include any measurement tools in Appendix, but rather to provide contact information to other resources via CET website and other industry organizations.

c. Potential Links to Ergonomic Resources through Industry & Industry Associations

The Advisory Committee reviewed Appendix A Draft #4. The committee reorganized the appendix and changed appendix B to include and be entitled "Process for Assessing and Responding to Ergonomic Risk Factors. Descriptions and Resources.' The language in the appendixes was revised to refer to specific sections of the rule for better understanding and clarification. Richard Zdeb is to begin the discussion with CET for a sample-training program and develop further CET web resources.

Agenda Item #4—Review of A.C. Appendix 'Major Topic List'

- a. Examples Ergonomic Hazards
- b. Signs and Symptoms
- c. Examples of Assessment Processes

The appendix advisory committee reviewed the specific issues listed above that the ergonomic draft advisory committee advised to be included in the appendix. Following the discussion they will focus on 'signs and symptoms' at the next meeting.

Agenda Item #5—Next Meeting

Next Meeting - Wednesday May 23, 2007 - 9:00 a.m to 1:00 pm

General Office Building—7150 Harris Drive State Secondary Complex—Lansing

Conference Room B

The meeting will be from 9:00 to 1:30.

Agenda Item #6—Public Comment

None

Agenda Item # 7—Adjournment

With no further business before the committee, the meeting was adjourned.

****Minutes were reviewed and approved at the May 23, 2007 meeting.****